



City of Rochester

PROPOSAL OUTLINE

PROPERTY ADDRESS _____

PURCHASER _____

DATE _____

PURCHASE PRICE \$ _____

A. **PROPOSED USE** - Indicate number of units and whether they will be leased or owner-occupied.
Indicate the specific uses of stores, offices, and industrial space, i.e. beauty salon, restaurant, etc.

1. Apartments _____
2. Store _____
3. Offices _____
4. Industrial _____
5. Parking Lot _____
6. Other _____

B. Time required to complete rehabilitation will be _____ months from conditional closing.

C. **FINANCING - SOURCE OF FUNDS**

1. Personal Funds (**you must provide verification, i.e. bank statements, etc.**)\$ _____
2. Bank Financing (**Letter of Interest from bank must be included if bank financing is required.**) _____

***TOTAL** \$ _____

***Total amount of financing must be greater than or equal to the proposed amount of cost estimate expenditure.**

D. Facade Plan **(applicable to commercial or mixed-use structures only.)** - Describe in detail below the proposed street facade of the building, including:

1. Exterior siding materials;
2. Type, size and number of windows and doors;
3. Proposed color of exterior;
4. Exterior lighting plan;
5. Security measures, if any; and
6. Size, location and number of exterior signs.

Please note that the facade plan must be completed as approved prior to the transfer of title.

[illegible]

E. Experience - Describe in detail below previous experience in completing similar projects. Include references and photographs if possible.

<u>ADDRESS</u>	<u>SCOPE OF PROJECT</u>	<u>COST OF PROJECT</u>	<u>REFERENCE & TELEPHONE #</u>
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[illegible]

F. **Rehabilitation Plan**

Please develop an itemized estimate of anticipated rehabilitation or construction costs based on the **Cost Estimate Outline** below:

<u>EXTERIOR</u>	<u>ESTIMATED COSTS</u>
1. Chimneys - point or rebuild	\$ _____
2. Roof - repair or replace	_____
3. Cornice and trim repairs	_____
4. Siding - repair or replace	_____
5. Gutters & downspouts	_____
6. Exterior door - repair or replace	_____
7. Steps & porch repairs	_____
8. Foundation wall pointing & repair	_____
9. Exterior protective covering	_____
10. Storms & screens	_____
11. Accessory Building repairs	_____
12. Service walks repairs	_____
13. Driveway/Parking Lot	_____
14. Landscaping	_____
15. Fence	_____
16. Other: _____	_____
SUBTOTAL EXTERIOR:	\$ _____

<u>INTERIOR</u>	
16. Joist or beam repairs	\$ _____
17. Wall changes	_____
18. Wall & ceiling treatments	_____
19. Electric	_____
20. Heating	_____
21. Plumbing	_____
22. Window repairs	_____
23. Door repairs	_____
24. Stairways & railings	_____
25. Insulation - attic/sidewall	_____
26. Kitchen cabinets & counters _____	_____
27. Floor repairs	_____
28. Cellar enclosures	_____
29. Other: _____	_____
SUBTOTAL INTERIOR:	\$ _____
TOTAL ESTIMATED COSTS:	\$ _____
PURCHASE PRICE:	\$ _____
TOTAL EXPENDITURE:	\$ _____

Cost per sq. ft. \$ _____

Cost per unit \$ _____

Name source of estimates:

Architect: _____

Contractor: _____

G. **Contingencies**

1. Zoning _____ or _____
yes no

Reason for contingency _____

2. Financing _____ or _____
yes no

Time required to obtain bank commitment _____

3. Other _____

H. **ADDITIONAL PROPOSAL REQUIREMENTS**

1. **Parking Lot Proposals:** **SUBMISSION OF A SITE PLAN IS REQUIRED.** Information regarding site plans can be obtained from the office of Planning and Zoning at 428-7051.
2. **New Construction:** Submission of drawings or sketch of proposed building required. This should include a front elevation so that compatibility (as indicated in "B" below) can be evaluated. **SUBMISSION OF A SITE PLAN IS REQUIRED.**

EVALUATION CRITERIA

In evaluating the merits of the proposals submitted for this property, the following items will be among the factors considered. The order of importance of magnitude is not necessarily reflected in the order given below.

- A. **Proposed Plan:** The overall quality of the proposed physical elements of the development plan and the degree to which the plan will contribute to the continued redevelopment of the immediate neighborhood.
- B. **Compatibility:** The compatibility of the proposed plan with existing zoning, land use, density, and building rehabilitation standards. Will your new construction be compatible with existing structures in the neighborhood.
- C. **Developer's Timetable:** The developer's timetable for the project, including evidence of his capability to carry out the project in an expeditious manner.
- D. **Financing Plan:** The developer's commitments for permanent financing of the proposed project, as well as the equity he will have for the project.
- E. **Public Program Assistance:** The requirements for a reliance upon public (City, State, Federal) program assistance in undertaking the project.
- F. **Preservation:** The developer's interest in the retention and preservation of (all) structure(s) and or the degree to which the proposed re-use preserves the existing character of the site and structure(s).
- G. **Tax Status of Proposed Projects:** The City has a policy restricting the sale of property to tax exempt organizations unless a property has been unsuccessfully offered for sale twice to taxable organizations. If your proposal is for a tax exempt use please contact the Division of Real Estate before submitting your proposal.